Groton Ambulance Association

Board of Directors Meeting

September 13, 2023

Board members present: Chet Kaniecki (President), Rob McDermott (Secretary/Treasurer), Kelsey Gomes (Training Officer), Paula Edwards (Member at Large #1), Martha Brucker (Member at Large #2)  
  
Other members: Cameron DeFusco, Christian Lombardi

1. President Kaniecki calls September Board of Directors meeting to order at 18:00 with entire board present.
2. Motion by Martha Brucker and seconded by Kelsey Gomes to accept minutes from August Board of Directors meeting as posted. Motion carried unanimously.
3. Officers Report
   1. President
      1. Several topics were covered as on attached submitted report.
   2. Vice President
      1. The hiring committee met with two candidates, and gave a job offer to one.
      2. The SOP committee met and has made progress on employee handbook updates.
   3. Secretary/Treasurer
      1. See attached submitted report. Motion by Kelsey Gomes and seconded by Martha Brucker to accept treasurer’s report as read. Motion carried unanimously.
   4. Training
      1. Dean Mayo, Cameron DeFusco, and Jordan Lombardi are progressing in driver training.
      2. Nathaniel Jackson, James Petritz, and Kelsey Fowler are progressing in the training program. Jake Carrera is a new hire starting the training program.
      3. September online training is required. August online training was completed by everyone on time.
      4. Kelsey Gomes, Martha Brucker, and President Kaniecki attended a course on PCRs and will be looking to make improvements to how GAA documentation.
      5. Groton City is preparing a Trunk or Treat event for October 27th, which GAA will look at participating in.
      6. Kelsey Gomes wished to thank the FTOs for their hard work and diligence for the last few months as they have been working with new hires and driver trainees.
      7. Shirts for Alzheimer’s awareness have arrived, and the donations have had good participation.
   5. Member at Large #1
      1. No report.
   6. Member at Large #2
      1. No report.
4. Old Business
   * 1. President Kaniecki noted that the IRS audit is slowly progressing after a change in the agent in charge of reviewing the documents.
     2. President Kaniecki met with the town engineer on the topic of painting the exterior of the building this fall.
     3. President Kaniecki said the documentation class he took with Kelsey Gomes and Martha Brucker was helpful and it may be worth looking in to additional training on this topic.
     4. President Kaniecki noted that the bank account transfer is in progress.
     5. President Kaniecki gave an update on the fraudulent checks from the incident in December. The NY police have been involved as the checks were cashed there. So far five of the eleven checks have been reimbursed.
     6. President Kaniecki met with Groton Town PD on the topic of recent criminal activity in the vicinity to see if GAA’s cameras would have recorded any information on September 9th.
     7. President Kaniecki had worked to submit the rate application on time.
     8. President Kaniecki has transferred $200,000 to Edward Jones for investing the sums in 3,6 and 9 months CDs, along with a Money Market account. The funds will automatically reinvest and should earn better returns than a regular savings account.
     9. President Kaniecki noted that the new radios are being configured. Existing radios will also need a firmware update.
     10. A new Toughbook is being tested and President Kaniecki will continue to look at other options.
     11. An email discussion was held by the board on August 23 to approve Alzheimer’s Awareness shirts with all members agreeing to the proposal.
     12. An email discussion was held by the board on August 11 to correct a mistake in the distribution of the ARPA funds to include two members who were eligible with all members agreeing to the correction.
     13. A motion was held over email on August 28 by President Kaniecki and seconded by Ryan Boulanger for Dean Mayo to change status from per diem to part time. Motion carries unanimously.
5. New Business
   * 1. President Kaniecki noted that McNeil Insurance will be sending a third part inspection to the building on September 20 for safety, procedure, and compliance status and documentation.
     2. Motion by President Kaniecki and seconded by Marth Brucker to recognize Breast Cancer awareness in October and allow employees to wear a newly designed shirt for the month with their $20 donation, and additional $10 for additional shirts. Motion carries unanimously. More details to come to employees, but it will be similar to last year.
     3. Christian Lombardi noted the Sunshine Committee raised $300 fundraising in honor of firefighter Jeffrey Post for the funeral and towards a scholarship fund.
     4. President Kaniecki sent an email congratulations to those employees who had a date of hire anniversary in September. Those employees were:  
        Keith Gomes, 17 years
     5. President Kaniecki has appointed Christian Lombardi as Vehicle Officer and Dean Mayo as Assistant Vehicle Officer.
     6. President Kaniecki noted a conditional job offer was given to Evelyn Layne.
     7. President Kaniecki sent in documentation on September 13 for a HRSA audit on one of the PPP loans.
     8. President Kaniecki has been working with the accountant to prepare for next year’s budget.
     9. President Kaniecki wished to thank the FTOs who are going a tremendous job.
     10. Motion by President Kaniecki and seconded by Rob McDermott to increase the FTO stipend from $1 per hour to $2 per hour. Motion passed 3 yay (President Kaniecki, Ryan Boulanger, Rob McDermott) – 0 nay – 3 abstain (Martha Brucker, Paula Edwards, Kelsey Gomes).
     11. Motion by Kelsey Gomes and seconded by Martha Brucker to change the FTO categories to add a FTO who does driver training only, and one FTO who does training only at a $1 per hour stipend. Discussion that all existing FTOs will not change categories. Motion passed 5 – 0 – 1 abstain (Kelsey Gomes).
     12. President Kaniecki noted an email from September 8 that Ronald Kersey would be leaving his position as Manager of Emergency Services at L+M effect September 23. Ron will be replaced by Tim Law to coordinate EMS related issues.
     13. President Kaniecki sent a polite reminder that chores, fuel, and crew status need to be accomplished as they are supposed to be done.
     14. Christian Lombardi noted that the New London County Peer Support Group and will be working to assist EMS personnel with mental, physical, and spiritual health, with more information to come.
     15. Kelsey Gomes noted that CPR equipment in the G304 bay can be damaged by the excessive heat, and some replacement items may need to be purchased, or the area may need to be air conditioned.
6. Good of the Order
   1. President Kaniecki noted that all ARPA premium pay checks had been distributed.
   2. All members presented wished to congratulate Christian Lombardi on his announcement of a father-to-be.
7. Motion by Paula Edwards and seconded by Martha Brucker to adjourn at 19:00. Motion carried unanimously.

Respectfully Submitted,

Rob McDermott

Secretary/Treasurer